

## MEMORANDUM

Agenda Item No. 11(A)(24)

---

**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

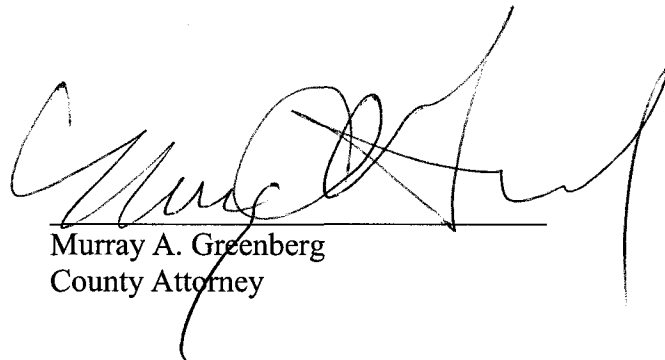
**DATE:** March 6, 2007

**FROM:** Murray A. Greenberg  
County Attorney

**SUBJECT:** Resolution retroactively  
authorizing in-kind services  
for the Surfside Health &  
Fitness Festival

---

The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Sally A. Heyman.



Murray A. Greenberg  
County Attorney

MAG/jls



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**DATE:** March 6, 2007

**FROM:** Murray A. Greenberg  
County Attorney

**SUBJECT:** Agenda Item No. 11(A)(24)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved \_\_\_\_\_ Mayor

Agenda Item No. 11(A)(24)

Veto \_\_\_\_\_

3-6-07

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE FEBRUARY 18, 2007 SURFSIDE HEALTH AND FITNESS FESTIVAL SPONSORED BY THE TOWN OF SURFSIDE TOURIST BUREAU, A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$716.00 TO BE FUNDED FROM THE DISTRICT 4 IN-KIND RESERVE FUND

**WHEREAS**, the Town of Surfside Tourist Bureau has requested in-kind services from the Miami-Dade Park and Recreation Department for the February 18, 2007 Surfside Health and Fitness Festival in an amount not to exceed \$716.00 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the Town of Surfside Tourist Bureau is a not-for-profit organization; and

**WHEREAS**, the Surfside Health and Fitness Festival is a district event, as defined in the attached Fee Waiver/In-kind Service Application, and the in-kind services shall be funded from the District 4 In-kind Reserve Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board retroactively authorizes in-kind services from the Miami-Dade Park and Recreation Department for the February 18, 2007 Surfside Health and Fitness Festival in an amount not to exceed \$716.00 to be funded from the District 4 In-kind Reserve Fund.

The foregoing resolution was sponsored by Commissioner Sally A. Heyman and offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman  
Barbara J. Jordan, Vice-Chairwoman

Jose "Pepe" Diaz  
Carlos A. Gimenez  
Joe A. Martinez  
Dorrin D. Rolle  
Katy Sorenson  
Sen. Javier D. Souto

Audrey M. Edmonson  
Sally A. Heyman  
Dennis C. Moss  
Natacha Seijas  
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 6<sup>th</sup> day of March, 2007. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

MR

Monica Rizo

# **MIAMI-DADE COUNTY** **FEE WAIVER/IN-KIND SERVICES APPLICATION**

\$716  
PINK

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Special Events Staff  
Communications Department  
111 N.W. 1<sup>st</sup> Street, Suite 2510  
Miami, FL 33128

Phone: (305) 375-2838  
Fax: (305) 375-3868

Type of Event/Application (select one of the following):

- ☒ **District Event** - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of application.)
- ☐ **Small Event** - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☐ **Special Event** - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality. (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ **Major Event** - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism. (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

1. Full legal name of the requesting organization: Town of Surfside Tourist Bureau

2. Applicant Status: (Select one of the choices below)

- ☐ Not-For-Profit or Tax Exempt
- ☐ For-Profit
- ☐ County Sponsored Event/Sponsoring Department
- ☐ Other (specify): \_\_\_\_\_
- ☒ Local Government or Public Entity

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): Barbara McLaughlin, Executive Director, Surfside Tourist Bureau, 9301 Collins Avenue, Surfside, FL 33154 Phone: (305) 864-0722 - Fax: (305) 993-5128 - email:

BMCLAUGHLIN@TOWNOFSURFSIDEFL.GOV

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Use of 24ft x 40ft portable platform stage on Sunday, February 18, 2007 for Health and Fitness Festival

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): SURFSIDE HEALTH AND FITNESS FESTIVAL - SUNDAY - FEBRUARY 18, 2007 FROM 8 A.M. TO 5 P.M. presented to generate business for the local merchants.....for Surfside residents and to attract tourists of all ages. We are soliciting corporate and business sponsorships for marketing and advertising opportunities, and will offer food, products and services, vendor booths and exhibits.

- 6.
- ☒ Economic Development: Event supports vitality or growth of the local economy
  - ☒ Youth/Education: Event benefits youth of any age and/or offers educational benefits
  - ☒ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
  - ☐ Arts and Culture: Event supports music, theatre, literature, art or culture
  - ☒ Environmental: Event benefits environmental concerns or promotes conservation
  - ☒ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venue (please specify Commission District(s)): TOWN OF SURFSIDE - 95<sup>TH</sup> STREET  
5K RACE will be held on the beach/hardpack - various exhibits on streets/sidewalks and parking lots on 95<sup>th</sup>, Collins and Harding Aves.

**MIAMI-DADE COUNTY**  
**FEE WAIVER/IN-KIND SERVICES APPLICATION**

5

8. Description of regional or local impact: SURFSIDE'S LOCATION at the north end of Dade County is ideally located for access by public and private transportation. There is adequate public parking. The 5K Run is expected to draw participants and fans from outside the area that will stay for the day's activities. Adv'g and marketing will be geared to an audience from the greater Miami/Dade and Broward area.
9. Daily/monthly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):  
8:00 a.m. - Stage Setup on 95<sup>th</sup> Street at Harding Avenue - Exhibitions and demonstrations will be scheduled on stage throughout the day  
From 10:00 a.m. to 4:00 including Zumba, karate, jump rope, martial arts, pilates, yoga, kidokhletics, CPR demonstrations, and live music.
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): 95<sup>th</sup> Street will be closed between Collins and Harding Avenues - additional information will be submitted as available.
11. Expected number of participants and estimated attendance (per day, if applicable): 75 to 100 participants expected for 5K Race - 50 to 60 for other exhibitions and demonstrations - Total attendance 1,000
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): Current budget \$20,000 for total expenses including planning, advertising, marketing, supplies, rentals, Manpower and equipment. Additional information will be submitted as available.

I hereby certify that all the statements made in this application are true and correct.

*Barbara McLaughlin*

Signature of Authorized Representative

*12/18/06*

Date

6

DEC. 18. 2006 2:16PM

DEC-13-2006 11:26 AM

3052571083

NO. 124

P. 5

F. 01/03



**SHOWMOBILES, STAGES, BLEACHERS,  
AND SOUND PRODUCTION**  
(305) 257-0933 Ext. 240/(305) 257-1083 (Fax)

**EQUIPMENT (S) CONFIRMATION FORM**

*Refused  
12/14/06*

ORGANIZATION/AGENCY: SURFSIDE TOURIST BUREAU

EQUIPMENT REQUESTED: 24' X 40' STAGE

NAME OF PERSON RESPONSIBLE FOR THIS BILL: BARBARA MCLAUGHLIN  
Executive Director, Surfside Tourist Bureau

OR INDEX CODE (MIAMI-DADE COUNTY AGENCIES ONLY): \_\_\_\_\_

BILLING ADDRESS/ZIP CODE: 9301 COLLINS AVENUE  
SURFSIDE, FL 33154

NAME/TITLE OF THE EVENT: SURFSIDE HEALTH AND FITNESS FESTIVAL

ADDRESS OF EVENT: 95TH STREET

TODAY'S DATE: \_\_\_\_\_ DATE (S) & TIME OF EVENT: Feb. 18th, 2007 8AM to 5PM

SET-UP TIME & DAY: 8AM - Sunday

TAKE-DOWN & DAY: 5PM - Sunday

CONTACT PERSON/PHONE: Mr. Rod Kukurudz

AT SITE CONTACT/CELL PHONE #: 754-423-0726

SPECIAL INSTRUCTIONS: direction item(s) are to be placed, maps, diagrams, etc.

OTHER INFORMATION: include additional equipment if needed.

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it takes down. We, the users, also agree to adhere to the requests set forth in the rental policy. We do have a copy of the rental policy and fully understand the requirements set forth in renting the equipment requested as outlined in the rental policy. We also understand that the total fee is to be remitted (15) fifteen working days before the event.

\*Fee  
(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature Barbara McLaughlin

Agency/Group Surfside Tourist Bureau

**CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE  
EVENT BY FAX OR EMAIL OTHERWISE EXPECT TO BE CHARGED  
1/2 (HALF) OF RENTAL FEE.** \*There will be no completed reservation on the schedule unless  
the confirmation Form is filled out completely and signed.

*S. Barbara M.  
43-5128*

*2*

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** March 6, 2007

**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager

**Subject:** District Specific In-Kind Reserve Request Recommendation

---

The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for the item to move forward to the Board of County Commissioners for consideration. The district specific in-kind reserve balance allows for the funding of this request.

## Background

The Town of Surfside Tourist Bureau is requesting a waiver for in-kind services for their Health and Fitness Festival scheduled for February 18, 2007.

In-kind services have been requested in an amount not to exceed \$716 from the Park and Recreation Department for use of the stage. This event will be funded from the District 4 district specific in-kind reserve.

In FY 2006-07 the Town of Surfside Tourist Bureau has not received any County funding.

inkind03207